



Oregon Connections Academy  
Board Meeting  
Thursday, May 27, 2010  
3:30 p.m. Pacific Time

To Be Held At:  
38761 North Main St.  
Scio, OR 97374  
and Via Teleconference

**BOARD AGENDA**

- I. Call to Order – J. Kropf
- II. Roll Call – J. Kropf
- III. Public Comment

The Board welcomes participation by the members of the public both in-person and telephonically. To address an item on the agenda, before the scheduled start of the meeting, an individual must write their name and a short description of the agenda item on which they wish to comment on the card provided and submit this to the Chair, along with any materials they want to have distributed to Board. Individuals who wish to address the Board telephonically must contact the School Principal by phone or by email at least twenty four (24) hours before the scheduled start of the Board meeting. If the individual wants to provide any written materials to the Board, these should be emailed to the School Principal at least twenty four (24) hours before the scheduled start of the meeting.

The total time for any individual to present, either in person or via telephone, on an item on the agenda shall not exceed three (3) minutes, unless the Board grants additional time.

Individuals desiring to make a formal presentation to the Board on an item not on the agenda but desiring it be placed on the agenda must provide notice and written submissions detailing the subject of the presentation to the School Principal at least fourteen (14) days prior to the meeting. Any such presentations shall not exceed fifteen (15) minutes in duration, unless otherwise permitted by the Chair.

To view the Board Public Comment Policy, visit the school's "About Us" page at [www.connectionsacademy.com](http://www.connectionsacademy.com)

- IV. Routine Business
  - a. Approval of Agenda – J. Kropf

The Chair will ask members and attendees what items, if any, need to be added, removed from or moved on the agenda, which includes, Oral Reports, Consent Items, Action Items and Information Items as listed below.

- V. Oral Reports
  - a. Executive Director's Update (MSR attached) – J. Wilks
    - i. NWCEO Annual Site Evaluation Update
    - ii. State Testing Review
    - iii. Graduation Plans
    - iv. End of Year Activities
  - b. Financial Report (attached) – T. Ochs
  
- VI. Consent Agenda
  - a. Approval of Minutes from the April 22, 2010 Meeting (attached)
  - b. Approval of Staffing Report (attached)
  - c. Approval of Bank Reconciliation (attached)
  - d. Approval of School Invoice(s) (attached)
  - e. Approval of Legal Invoice(s) (to follow)
  - f. Approval of Revision to Board Meeting Schedule
  - g. Approval of the 2010-2011 School Year State Specific School Handbook (attached)
  
- VII. Action Items
  - a. Approval of CA of Oregon Invoice for April (attached) – B. Badger
  - b. Approval of the Budget for the 2010-2011 School Year (attached) – T. Ochs
  - c. Approval of Fee Schedule for the 2010-2011 School Year (attached) – T. Ochs
  - d. Approval of Board Designee to Work with CA and School to Finalize Lease Renewal (attached) – J. Wilks
  
- VIII. Information Items
  - a. State Board of Education and Legislative Update – J. Kropf/P. Laystrom
  - b. Results of Parent Satisfaction Survey (attached) – J. Wilks
  - c. Board Member Access to the LMS (attached) – H. Woodward
  - d. Board Planning for the 2010-2011 School Year - H. Woodward
    - i. Proposed Meeting Schedule (attached)
    - ii. Board Composition (attached)
  
- IX. Adjournment and Next Board Meeting Date for June 17, 2010 at 3:30 p.m.

## CONSENT ITEMS

The Chair will ask members what items, if any, they want removed from the consent agenda for discussion. If any member asks that an item be moved, it will be moved to the Action Items. After any items have been removed, the Chair will read out the remaining consent items and ask for their adoption in one motion if there is no objection. The minutes will reflect the full text of any resolutions that were adopted as part of the consent agenda.

**a. Approval of Minutes from the April 22, 2010 Meeting**

**PRESENTER IF MOVED TO ACTION ITEMS:** Heather Woodward

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The minutes from the meeting of the Board of Directors are being presented for approval.

**b. Approval of Staffing Report**

**PRESENTER IF MOVED TO ACTION ITEMS:** Jerry Wilks

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The staffing report as provided with the Board materials outlines the candidates that are recommended for hire. The staffing report includes each candidate's name, area for hire, compensation rate, bonus potential and start date. The Staffing Report also provides information on departing employees, the reasons for their departure, as well as any promotions, for Board review and approval.

**c. Approval of Bank Reconciliation**

**PRESENTER IF MOVED TO ACTION ITEMS:** Ted Ochs

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Ms. Badger and CA independently prepare a bank reconciliation, Board approval is requested.

**d. Approval of School Invoice(s)**

**PRESENTER IF MOVED TO ACTION ITEMS:** Becky Badger

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Ms. Badger has reviewed the invoice(s) which are included in the Board materials for Board approval for payment.

**e. Approval of Legal Invoice(s)**

**PRESENTER IF MOVED TO ACTION ITEMS:** Becky Badger

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Ms. Badger has reviewed the invoice(s) from O'Donnell & Clark, which is being presented for Board approval for payment.

**f. Approval of Revision to Board Meeting Schedule**

**PRESENTER IF MOVED TO ACTION ITEMS:** Heather Woodward

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Currently the scheduled date for the June meeting of the Board falls during the semi-annual Principal's Retreat at CA's corporate offices in Baltimore. The school would like to request Board approval to move the date of the June meeting up one week, to June 17, 2010 at 3:30 p.m.

**g. Approval of the 2010-2011 School Year State Specific School Handbook**

**PRESENTER IF MOVED TO ACTION ITEMS: Jerry Wilks**

**RECOMMENDED ACTION: Consideration for Approval**

**BACKGROUND:** Each year the Board is required to review and approve the State Specific School Handbook that sets out any state specific school policies that supplement the General School Handbook. The memo attached to the State Specific Handbook outlines all changes made to the document since the Board approved the previous version. The State Specific Handbook has been reviewed by the Board designee, school Principal/Director and CA staff. In order to make sure we are ready in time for the commencement of enrollment for the 2010-2011 school year, we are bringing the final version to the Board for formal approval.

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_

**Ayes:**\_\_\_\_\_ **Nays:**\_\_\_\_\_

**ACTION ITEMS**

**a. Approval of Connections Academy of Oregon Invoice for April**

**PRESENTER:** Becky Badger

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Ms. Badger will review the invoice as it relates to the financial report reviewed earlier in the meeting. She will request approval of the invoice and authorization to make payment via wire based upon availability of funds.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**b. Approval of Budget for the 2010-2011 School Year**

**PRESENTER:** Ted Ochs

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Mr. Ochs will provide a detailed review of the budget outline for the 2010-2011 school year that was compiled with the Board designee, and will seek Board approval thereof.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**c. Approval of the Fee Schedule for the 2010-2011 School Year**

**PRESENTER:** Ted Ochs

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Mr. Ochs will review the fee schedule for the 2010-2011 school year with the Board that is derived directly from the budget for the 2010-2011 school year, and will seek Board approval thereof.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**d. Approval of Board Designee to Work with CA and School to Finalize Lease Renewal**

**PRESENTER:** Jerry Wilks

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Mr. Wilks will review the proposed lease renewal and terms of the renewal for the school's location with the Board and seek Board approval of a Board designee to work with the school leader and CA to finalize and execute the lease in substantially the same form as the terms included in the Board materials.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_